



United States  
Department of  
Agriculture

National Institute  
of Food and  
Agriculture



# **The Leadership Management Dashboard (LMD) User Guide:**

## **Budget and Awards Overview**

**SYSTEM VERSION: 5.0**

**DOCUMENT VERSION: 1.0**

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## Contact Us:

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**For general questions about this application, or support for the Reporting Portal and Logging in:**  
[electronic@nifa.usda.gov](mailto:electronic@nifa.usda.gov) (Tier 1 support for all users)

### Document Comments:

We value your feedback on this document. Please email your comments to  
[LMDsupport@nifa.usda.gov](mailto:LMDsupport@nifa.usda.gov). (Tier 2 support for Internal Staff)

Hours: M-F 7AM – 3:30PM

### Troubleshooting for second tier IT Support:

[LMDfeedback@nifa.usda.gov](mailto:LMDfeedback@nifa.usda.gov) (Tier 3 Support)

**This document was created by users for users. We value your feedback! The Planning, Accountability and Reporting Staff (PARS) at NIFA has super-users that may be able to help if you encounter problems:**

Laurie Fortis: [lfortis@nifa.usda.gov](mailto:lfortis@nifa.usda.gov) Falita Liles: [fliles@nifa.usda.gov](mailto:fliles@nifa.usda.gov) or

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*Please remember, the data shown in this guide may not be available to the public. This guide is intended for internal use only.*

## User Guide Organization:

Guides are available under the “Help” link. The Basic Navigation Guide shows you the basics of LMD. Every other guide is specific to one “Tab” in LMD, which are listed below. To download the complete Guide, please visit the Intranet site: <http://intranet.nifa.usda.gov/groups/OfficesUnits/OA/PA/Reporting>

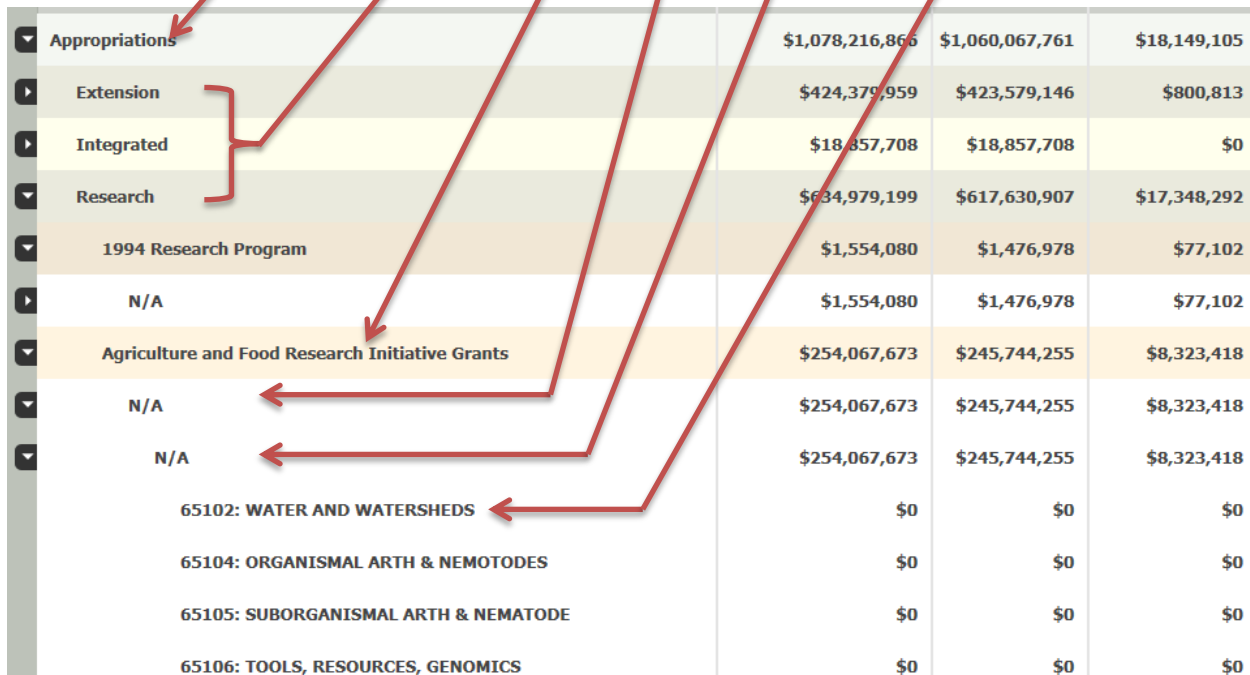
Tab	User Guide
General Introduction Guide	1 - Basic Navigation in LMD – User Start Guide v1.0
Acronyms	Acronym List v1.0
Activities	Activities User Guide v1.0
Analyze	Analyze User Guide v1.0
AREERA POW	AREERA POW User Guide v1.0
Awards	Budget and Awards User Guide v1.0
Search	Enterprise Search User Guide – Faceted Search Overview v1.0
Search	Enterprise Search User Guide v1.0
Goals	Goals and Portfolios User Guide v1.0
Portfolios	Goals and Portfolios User Guide v1.0
My Snapshots	My Snapshots User Guide v1.0
State Snapshots	State Snapshots User Guide v1.0
Workload	Workload User Guide v1.0
CRIS Classification Reference	My Snapshots User Guide v1.0

## Budget Tab Overview:

The **Summary** sub-tab illustrates the Budget Dollar Amount, Setaside Amounts, Pay to Grantees Amount, Awarded Amount, and Remaining Amount, sliced by Budget Line Item, Activity Type, Group, Category, Component, and FDC by Appropriation Fiscal Year. To view trends over a range of years use the **Total Trends**. To view the Budget Line Items with the Activity Type, Group Category, Component and FDC over time by appropriation year, use the **Activity Trends** sub-tab. These results can be exported to excel in .csv format. Be sure to resave as an Excel Workbook to work with the data. Data does not drill down to the project level but only to the program level.

## Awards Tab Overview:

This **Summary** sub-tab shows the Budgeted for Grantees Amount, Awarded Amount, and Remaining Amount by **Budget Line Item, Activity Type, Group, Category, Component, and FDC** by Appropriation Fiscal Year.



The screenshot shows a table with columns for Budget Line Item, Activity Type, Group, Category, Component, and FDC. Red arrows point from the text in the preceding paragraph to specific rows in the table: 'Appropriations' points to the first row, 'Extension' points to the second row, 'Integrated' points to the third row, 'Research' points to the fourth row, '1994 Research Program' points to the fifth row, 'N/A' points to the sixth row, 'Agriculture and Food Research Initiative Grants' points to the seventh row, 'N/A' points to the eighth row, and 'N/A' points to the ninth row. The table data is as follows:

Appropriations					\$1,078,216,866	\$1,060,067,761	\$18,149,105
Extension					\$424,379,959	\$423,579,146	\$800,813
Integrated					\$18,857,708	\$18,857,708	\$0
Research					\$634,979,199	\$617,630,907	\$17,348,292
1994 Research Program					\$1,554,080	\$1,476,978	\$77,102
N/A					\$1,554,080	\$1,476,978	\$77,102
Agriculture and Food Research Initiative Grants					\$254,067,673	\$245,744,255	\$8,323,418
N/A					\$254,067,673	\$245,744,255	\$8,323,418
N/A					\$254,067,673	\$245,744,255	\$8,323,418
65102: WATER AND WATERSHEDS					\$0	\$0	\$0
65104: ORGANISMAL ARTH & NEMATODES					\$0	\$0	\$0
65105: SUBORGANISMAL ARTH & NEMATODE					\$0	\$0	\$0
65106: TOOLS, RESOURCES, GENOMICS					\$0	\$0	\$0

Users are able to drill to Award Listing page showing each individual Award.

The Awards sub-tab for **Trends** shows the Award Dollars by Activity Type, Group, Category, Component, and FDC over time, by Award Fiscal Year (year the award was issued). Users have the ability to apply additional filters on the data using the dimensions in the 'filter' drop-down list. (see next page)

Filters available include:

Appropriation Fiscal Year	Fiscal Year the funding was appropriated by Congress
Award Grantee Location	Locations include Country, Regions or States
Award Grantee Name	Institution Name grouped by Organization Type
Award Grantee Type	Organization Type
Budget Line Item Type	Appropriations, Reimbursables or Setasides
Earmark Flag	(N)o, (Y)es, or (U)nknown
FDC by Activity Type	Filters by Activity Type (Research, education, or extension), Group (program), Category, or Component.
FDC	This also has the option of displaying information by Budget Line Item Type, Activity Type, Group, Category, Component, or All. Pulls information by the Primary FDC on each award.
Formula Flag	(N)o or (Y)es
Grant Program	May filter by Program Area (i.e. AFRI, 1890, BFR), Program Type (Formula or Non-Formula) or Both
Life of Funds	Choose between #null, 1-Year, 2-Year or X-Year
Mandatory Funding Flag	(N)o or (Y)es
Submission Fiscal Year	Year proposal was submitted to NIFA
Treasury Symbol	Choose from a list of Treasury Symbols

The sub-tab **Balance**, under the Awards tab, shows the Budgeted for Grantees Amount, Award Dollars by Award Fiscal Year, Total Awarded Amount by Appropriation Year, and Remaining Amount by Appropriation Year. The user may drill down to the project level on this page.

This data can also be filtered. Filters include the Appropriation Fiscal Year, Award Fiscal Year, FDC by Activity Type, FDC, Formula Flag, Life of Funds and the Mandatory Funding Flag.

The **AMD Closeout Report** sub-tab is a programmed report available on demand with a rolling list of awards expired in the last 90 days. This is project level data that can be exported to excel.

The **Recent Awards Report** sub-tab is also a premade report for AMD that shows awards completed in the last 90 days. This is project level data that can be exported to excel.